

**MAYOR'S HOUSING PRODUCTION TEAM**  
Progress Report to the Economic Development and Environment Committee—April 2002

#	RECOMMENDATION	ACTION REQUIRED	RESPONSE	DEPARTMENT	STATUS
1	Increase Housing Department's predevelopment pool funding	Include in FY 2001-02 Budget.	Investment Proposal includes \$200,000 increase for this program.	Housing/ Budget	Complete. Included in the FY 2001-02 Budget.
2	Explore other revenues for affordable housing	Revisit and update report prepared by consultant. Consider new revenue sources proposed by HPT.	Progress report in May 2001; Detailed response by November 2001	Housing/ Budget	In Progress. Report sent to Council in May 2001. Detailed response delayed until June 2002 following review by Countywide task group investigating this issue.
3	Reduce Segregation of funds in Housing Department to allow different housing types on the same parcel	No action needed.	There are no City program prohibitions regarding different housing types on the same parcel.	Housing	Complete. Already allowed.
4	Set aside 50% of RDA's new increment funds for affordable housing	Consider at a later date		Redevelopment Agency	On Hold Until a Later Date Per HPT.
5	Allocate more RDA funds toward housing	Consider during FY 2001-02 Budget Process.	Mayor has Proposed \$27.3 million increase in Budget for ELI housing.	Redevelopment Agency	Complete. RdA Board approved Mayor's proposal.

6	Increase GP Review of proposed housing to 2X a year or more	Bring forward implementation plan to Council at Special Amendment hearing.	Plan by August 2001	PBCE	Complete. Council took action to add a second GP Review in August of 2001. A staff report on a permanent change to 2+ GP reviews a year for housing was submitted to the City Council in May 2001.
7	Explore more units for Central Coyote Valley	Initiate General Plan Change.	Part of Fall Annual Review	PBCE	Complete. In August, the City Council adopted a General Plan amendment setting a minimum of 25,000 housing units in mid-Coyote.
8	Specific Plan for South Almaden	Report to Council on triggers and recommendations for revisions.	Analysis by June 2001. Council can initiate GP Amendment at that time to implement at time of Fall Review if desired.	PBCE	Complete. City Council declined to initiate a General Plan amendment in June 2001.
9	Specific Plan for Central Coyote	Report to Council on triggers and recommendations for revisions.	Analysis by June 2001. Council can initiate GP Amendment at that time to implement at time of Fall Review if desired.	PBCE	Complete. In November 2001, City Council approved a General Plan amendment which changed the purpose of the triggers.
10	Make changes to speed up loan processing for affordable housing	Meet with developers to get feedback and report to Council on potential improvements.	Action Memo by April 2001	Housing	Complete. Information Memo to Council completed in April 2001.

11	Enforce existing policy that 10% of all units in multi-family rental projects assisted by the City be offered to Section 8 voucher holders	Direct Administration to review policy and ensure that it is being followed.	Information Memo by February 2001	Housing	Complete. Information Memo to Council completed in February 2001.
12	Complete boilerplate documents for affordable housing loans	Complete automation of documents.	Progress report in April 2001; Completed by December 2001	Housing/ Attorney	Complete.
13	Reduce time from loan approval to receipt of check	Meet with developers to get feedback and report to Council on potential improvements.	Action Memo by April 2001	Housing	Complete. Information Memo to Council completed in April 2001.
14	Review City's plans for parking, setbacks, street widths, etc.	Evaluate development guidelines and make recommendations.	Report by August 2001	PBCE	Complete. Info memo sent to Council in December 2001 that includes a work plan for ongoing review of standards and improvements to the development review system. Work program to update Residential Design Guidelines has been put on hold pending the outcome of the Development Review Study underway by Zucker Systems.
15	Review the City's LOS policies	Evaluate possible LOS changes and make recommendations.	Part of Fall Annual Review	Transportation/ PBCE	In Progress. General Plan amendment approved by Council in November 2001.

					Revisions to Council Policies 5-3 and 5-4 to be considered by the City Council in Fall 2002.
--	--	--	--	--	--

16	Support State legislation to reduce construction defect time limit	Review and analyze legislation introduced in 2001 session on this subject.	Info Memo by April 2001/ Continue to Respond to Legislation During Session	Housing/Inter-governmental Affairs/ Attorney	Complete. Information Memo to Council completed in April 2001.
17	Utilize RDA to assemble land	Develop a residential RFQ in 2001.	Release RFQ after community meetings are held	Redevelopment Agency	Complete. RdA Board approved RFQ on 8/28/01. Interviewed <i>seven developers. Four will submit detailed plans and financial pro-formas. Agency staff continuing negotiations on Oak Room site on The Alameda.</i>
18	Initiate State legislation to revise CEQA rules	Draft legislation or seek current bill to address CEQA concerns.	Work with City Lobbyist in Sacramento for 2002 Session Action	Intergovernmental Affairs/ PBCE	In Progress. Proposing CEQA revisions to increase exempt projects. <i>Information memo was sent to EDEC on May 6, 2002.</i>
19	GO Bond for Affordable Housing	Discuss with County for a possible County effort.	To be considered in conjunction with #2. Progress report in May 2001	Housing/ Budget	In Progress. Report sent to Council in May 2001. Detailed response delayed until June 2002 following review by Countywide task group investigating this issue.

20	Implementation of Inclusionary Zoning	Gather stakeholder input. Re-visit previous consultant study. Bring on new consultant. Investment Proposal Includes \$50,000 for this purpose.	Historical Memo to Council by May 2001. Report by December 2001	PBCE/ Housing	In Progress. Historical Info Memo sent to Council in August 2001. Consultant selected to complete study. Stakeholder review held 2/21/02. Report to Council delayed until May 2002 pending review of alternative recommendations. <b><i>Housing Advisory Commission reviewed on April 11, 2002.</i></b>
21	In Coyote Valley Specific Plan process, address affordable housing	Address affordable housing with all specific plans.	Part of 2001 Fall Annual General Plan Review	PBCE	Complete. In August 2001, the City Council adopted a General Plan amendment requiring 20% of all units in mid-Coyote to be affordable.
22	Housing Department should change funding guidelines	Meet with developers to get feedback and report to Council on potential improvements.	Action Memo by April 2001	Housing	Complete. Information Memo to Council completed in April 2001.
23	City to take a proactive role in Brownfield Development	Review opportunities for inclusion of brownfield sites in residential RFQ	Any opportunities will be included.	Redevelopment Agency	Complete. RdA Board approved RFQ on 8/28/01.
24	Accelerate availability of publicly owned lands, especially VTA	Meet with VTA to determine potential for surplus property acquisition.	Info Memo by March 2001	Housing	Complete. Information Memo to Council Completed in March 2001.

25	Make surplus lands available	Review City-owned surplus sites to determine potential for housing development.	Info Memo by April 2001	Public Works/ Housing	Complete. Info memo sent to Council in January 2001.
26	Combine PD zoning, permit and tentative map process	Analyze feasibility/implications of this proposal.	Action Memo by June 2001	PBCE/ Attorney	Complete. Information memo sent to Council July 2001.
27	Developer should be allowed to pay for outside plan checking and building inspections	Review legal/logistical issues.	Action Memo by June 2001	PBCE/ Attorney	Complete. Outside plan check implemented. Information memo to Council on May 8, 2002.
28	Planning and Building needs to be streamlined—cut by 25% timelines	Review processing timelines and examine other models, including the Oregon model.	Action Memo by May 2001	PBCE/ Attorney	In Progress <b><i>Development Review Study underway by Zucker Systems. Information memo to Council in June 2002.</i></b>
29	Put in place master EIRs at GP amendment stage	Explore the benefits and costs of more detailed EIRs.	Action Memo by May 2001	PBCE	Complete. Information memo sent to Council in June 2001.
30	Alter building codes and review process for manufactured homes	Review and evaluate recommendation.	Action Memo by June 2001	PBCE/ Attorney	Complete. Info Memo sent to Council in August 2001.

31	Clarify existing rules and regulations so developers have more certainty	Develop a work plan to address these specific concerns.	Work Plan to Council by June 2001	PBCE	In Progress. Formal Preliminary Review process is still being discussed with the development industry. It will also be subject to the Development Review study underway by Zucker Systems. Ordinance changes to streamline Tree Removals and Signs approved by Council in March and April. Ordinance change to amend Lot Line Adjustment process consistent with new State legislation and to allow a Lot Line Correction process to be considered by Council on May 21, 2002.
32	Review and update code to allow more progressive materials	Report on this recommendation at the next Uniform Building Code update cycle.	Action Memo by June 2001	PBCE	Complete. Building web site includes listing of alternate material approvals.
33	Greater customer service among departments	END CSA Team to recommend customer service improvements.	Info Memo by April 2001	END CSA Team	Complete. Info Memo to Council completed in April 2001.
34	Housing, RDA and CDBG need to be better coordinated	END CSA Team to recommend customer service improvements.	Info Memo by April 2001	END CSA Team	Complete. Info Memo to Council completed in April 2001.



35	Interdepartmental staff task force responsible for fast-tracking infill sites	END CSA Team to recommend customer service improvements.	Info Memo by April 2001	END CSA Team	Complete. Info Memo to Council completed in April 2001.
36	Work with Fannie Mae and Freddie Mac on innovative program ideas	Work in partnership to support housing.	Continue to meet with various funding agencies to develop innovative solutions.	Housing/ Re-development Agency	Complete. Continuing efforts with CHFA and Housing Authority on Section 8 home ownership program.

37	Work with SJSU on joint projects for housing	Work in partnership to support university housing.	Continue to meet with SJSU to develop partnership efforts.	Housing/ Re-development Agency	Complete. Continuing to work with SJSU and the Spartan Foundation on student and faculty housing. Continuing to identify and sell historic houses to SJSU for faculty housing. <b><i>The Agency Board approved the 4<sup>th</sup> sale on April 9, 2002.</i></b>
38	Reanalyze assumption of housing not paying its fair share of taxes	Report back in 2001.	Raises issues that require consultant study. Investment Proposal includes \$150,000 for fiscal analysis/review.	PBCE, OED, Budget	In Progress. Consultant expected to be selected in Summer 2002. Completion anticipated by December 2002.
39	Plan for growth that is balanced with housing production	Contact City Manager's Association about joint effort.	Raises issues that require consultant study. Investment Proposal includes \$150,000 for fiscal analysis/review.	PBCE, OED, Budget	In Progress. Consultant expected to be selected in Summer 2002. Completion anticipated by December 2002.
40	Consider opportunities for infrastructure in industrial areas	Consider in future planning of mixed-use or housing opportunity studies.	Raises issues that require consultant study. Investment Proposal includes \$150,000 for fiscal analysis/review.	PBCE, OED, Budget	In Progress. Consultant expected to be selected in Summer 2002. Completion anticipated by December 2002.

41	Revise predevelopment loan process to make it easier	Meet with developers to get feedback and report to Council on potential improvements.	Action Memo by April 2001	Housing	Complete.
42	Examine higher densities on undeveloped land	Include in Phase II Housing Opportunity Study	Will be included in Phase II Work plan. Completion of HOS Phase II expected in Spring 2002.	PBCE	In Progress. HOS Phase II General Plan Amendments to be considered June 2002. Phase III memo to Council by June 2002.
43	Explore replacing low density SFD with high density mixed-income housing	Include in Phase II Housing Opportunity Study	Will be included in Phase II Work plan. Completion of HOS Phase II expected in Spring 2002.	PBCE/ Attorney	In Progress. HOS Phase II General Plan Amendments to be considered June 2002. Phase III memo to Council by June 2002.
44	High rises in downtown as tall as FAA will allow	Already allowed in the Core; consider in the Frame.	Analysis will be included in the Greater Downtown Strategy. Information memo by August 2001.	Redevelopment Agency/ PBCE	Complete. Info memo to be sent to Council in <i>May</i> 2002.
45	Allow vertical mixed-use residential by right in commercial and industrial zoning districts	Consider as a part of the Phase II Housing Opportunity Study.	Raises issues that require consultant study. Investment Proposal includes \$150,000 for fiscal analysis/review.	PBCE, OED, Budget	In Progress. Consultant expected to be selected in Summer 2002. Completion anticipated by December 2002.

46	Enable and encourage high density housing on corporate campuses	Consider as a part of the Phase II Housing Opportunity Study.	Raises issues that require consultant study. Investment Proposal includes \$150,000 for fiscal analysis/review.	PBCE, OED, Budget	In Progress. Consultant expected to be selected in Summer 2002. Completion anticipated by December 2002.
47	Enable mixed-use development on industrial lands in North San Jose and other locations; allow housing on parking lots	Consider as a part of the Phase II Housing Opportunity Study.	Raises issues that require consultant study. Investment Proposal includes \$150,000 for fiscal analysis/review.	PBCE, OED, Budget	In Progress. Consultant expected to be selected in Summer 2002. Completion anticipated by December 2002.
48	Encourage mixed-use development in air rights	Include in Phase II Housing Opportunity Study	Will be included in Phase II Work plan. Completion of HOS Phase II expected in Spring 2002.	PBCE/ Attorney	In Progress. HOS Phase II General Plan Amendments to be considered June 2002. Phase III memo to Council by June 2002.
49	Affordable housing in office zoning districts	Review expansion of the existing Discretionary Use Policy to allow this.	Part of August 2001 General Plan hearings.	PBCE	Complete. General Plan amendment adopted in August 2001.
50	Explore the use of air rights above publicly-owned properties	Include in Phase II Housing Opportunity Study	Will be included in Phase II Work plan. Completion of HOS Phase II expected in Spring 2002.	PBCE/ Attorney	In Progress. HOS Phase II General Plan Amendments to be considered June 2002. Phase III memo to Council by June 2002.
51	Revise/add to residential design guidelines how to build housing in	Consider as a part of the Phase II Housing Opportunity Study.	Raises issues that require consultant study. Investment Proposal includes \$150,000 for	PBCE, OED, Budget	In Progress. Consultant expected to be selected in Summer

	industrial project		fiscal analysis/review.		2002. Completion anticipated in December 2002.
52	Reuse underutilized retail properties for housing	Include in Phase II Housing Opportunity Study	Will be included in Phase II Work plan. Completion of HOS Phase II expected in Spring 2002.	PBCE/ Attorney	In Progress. HOS Phase II General Plan Amendments to be considered June 2002. Phase III memo to Council by June 2002.
53	Rezone underutilized industrial and commercial land for housing	Consider as a part of the Phase II Housing Opportunity Study.	Raises issues that require consultant study. Investment Proposal includes \$150,000 for fiscal analysis/review. Completion of HOS Phase II expected in Spring 2002.	PBCE, OED, Budget	In Progress. Consultant expected to be selected in Summer 2002. Completion anticipated in December 2002. HOS Phase II amendments to be considered June 2002.
54	Existing \$25 million of 80% funds directed to ELI housing	Informational Memo to Council.	Majority of supplemental 80% funds have been directed to ELI housing, per Council direction. Memo sent to Council.	Housing	Complete.
55	Adequate staff resources in Planning and Building	Consider during FY 2001-02 Budget Process.	Investment Proposal includes \$4.3 million increase to address staffing shortages.	PBCE/ Budget	Complete. Adopted FY 2001-02 Budget Includes New Positions in PBCE.
56	Lobby for State & federal funds for affordable housing	Expand efforts.	Administration will report to Council in February 2001 on legislative efforts.	Housing/Intergovernmental Affairs	Complete. Info Memo to Council Completed in February 2001.
57	Use reserve fund to pay for building permit staff to allow for quicker staff adds	No action needed.	Already implemented	PBCE/Budget	Complete. Already implemented.
58	Increase all GP ranges	2000 Annual Review	General Plan amendments will	PBCE	In Progress. EIR for

	throughout the City	raised the upper limit for one of the GP residential ranges. Refer other changes to upcoming Review.	be considered after the preparation of an EIR on Phase III Housing Opportunities Study (expected Fall 2002).		Phase III of HOS in process for Fall 2002 General Plan amendments. Completion anticipated in December 2002.
59	Direct Housing Department to use \$25 million already allocated	Informational Memo to Council in February 2001.	\$15 million committed to projects; \$10 million available in 2003 Budget. Memo sent to Council.	Housing	Complete. Adopted 2001-02 RdA budget includes \$27.3 for ELI units.
60	Promote concurrent processing of GP, PD zoning, PD permit and tentative maps	Examine opportunities to enhance existing processes.	Action Report in June 2001	PBCE	Complete. Information memo sent to Council August 2001.
61	Implement the Smart Permit Process of SVMG	Evaluate possible enhancements of smart permitting.	Info Memo by April 2001	PBCE	Complete. Report sent to City Council in May 2001.
62	Planning is understaffed—need higher level planners	Consider during FY 2001-02 Budget Process.	Info Memo to Council by April 2001	PBCE/ Planning	Complete. Adopted FY 2001-02 Budget Includes New Positions in PBCE.
63	Team of internal advocates for projects	END CSA Team to recommend customer service improvements.	Info Memo by April 2001	END CSA Team	Complete. Info Memo to Council completed in April 2001.
64	Revenue sharing among jurisdictions	Expand current efforts.	Report by December 2001	Budget/Inter-governmental Affairs	Complete. Report sent to Council March 1, 2002.
65	Make granny units allowable	Consider at a later date.		PBCE/ Housing	On Hold Until a Later Date Per HPT

66	More flexibility in affordable housing programs	Meet with developers to get feedback and report to Council on potential improvements.	Action Memo by April 2001	Housing	Complete. Memo sent to Council in April 2001.
67	Support full range of GP densities	Consider at a later date.		PBCE	On Hold Until a Later Date Per HPT
68	Set aside funds from transportation measures for affordable housing	Consider at a later date.		City Manager	On Hold Until a Later Date Per HPT
69	Investigate a nonprofit land trust to acquire land and for housing	Consider at a later date.		Housing	On Hold Until a Later Date Per HPT
70	Require job generators to pay into a housing assistance fund	Consider at a later date.		OED/ City Manager	On Hold Until a Later Date Per HPT
71	City to explore ways to address construction defect legislation locally	Consider at a later date.		Housing/ Intergovernmental Affairs	On Hold Until a Later Date Per HPT
72	Housing should be part of infrastructure/transit project should buy land	Consider at a later date.		PBCE	On Hold Until a Later Date Per HPT